



OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

ADDENDUM NO. ONE

Date: May 21, 2013

**ITB 13-0602 / As Needed Parts and/or Repair Services for
Lake County Fleet and Other Operating Equipment and Vehicles**

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

The purpose of this addendum is to make additions to the Pricing Section (Section 4) of the ITB and to address written questions received to date.

REVISED PRICING INFORMATION:

Section 4, Pricing/Certifications/Signatures:

1. At the pre-bid conference, a vendor asked if they could submit pricing based on cost plus markup percentage rather than a discount off list price as requested in the original ITB document Pricing Schedule. This alternate form of pricing is acceptable. Attached to this Addendum is an Alternate Pricing Schedule form to be used and submitted if your company would prefer to offer pricing as cost plus markup percentage for parts. Please submit only one form of pricing – discount off list price or markup percentage added to cost.
2. Please complete the following and submit with Bid:

Does your company offer pickup and delivery of equipment and vehicles: Yes _____ No _____

If yes, indicate if there is a charge for this service: \$ _____

WRITTEN QUESTIONS RECEIVED:

Question 1: Can I get some information on the Versalift that you have listed – do you know how old the unit is and what size?

Answer 1: Lake County currently has two (2) Versalift units:
1) 2005 Model # SST37EIH / Serial # DR050055
2) 2007 Model # V02551 / Serial # CV050013

Question 2: Can our company submit a bid for parts only? Eighty miles is outside the service area that we can economically service for the County.

Answer 2: Yes, vendors can submit a bid to provide parts only. Vendors can submit a bid for service only as well, or both parts and service.

Question 3: With regard to Section 1.17 of the solicitation, regarding Wage Rates, the wage rates that would be paid to our firm's laborers, mechanics, and apprentices for the work under this contract exceed the minimum wage requirements established by the Federal government and the state of Florida. However, the wage rates paid may not, in some cases, meet the wage rate levels established by the Federal government under the Service Contract Act. Is this acceptable and can we still submit a bid?

Answer 3: The Federal Service Contract Act does not apply to this solicitation. The stated information is acceptable and the firm may submit a bid.

Question 4: With regard to Section 1.20 of the solicitation, regarding Risk of Loss, if awarded a contract, our firm would assume the risk of loss of damage to the County's property during possession of such property by our firm to the extent damage were to arise due to our firm's legal liability (i.e. damage resulting from our firm's negligence) only. Is this acceptable and can we still submit a bid?

Answer 4: Yes, this is acceptable and the firm may submit a bid.

Please complete and submit this Addendum No. One with your Bid:

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____

**ATTACHMENT A TO ADDENDUM ONE
AS NEEDED PARTS AND/OR REPAIR SERVICES FOR
LAKE COUNTY FLEET AND OTHER OPERATING EQUIPMENT AND VEHICLES**

**ALTERNATE PRICING SCHEDULE
(To be used only if bidding a MARKUP percentage to be added to COST)**

Replacement parts, repair and service for the noted vehicles and equipment per the ITB specifications:

1. Part / Repair / Service Brand Bidding: _____

Markup Percentage to be added to Cost: _____ %

Price List: _____ Date of Price List: _____

Minimum Order for Parts (if any): \$ _____

Handling Fee for parts if less than minimum: \$ _____

Hourly shop rate for repairs and service: \$ _____ @ Vendor Facility
(Hours from 8:00 am to 5:00 pm Mon.-Fri.)

\$ _____ @County Facility**
**Rate to include travel time and mileage.

Hourly shop rate for repairs and service: \$ _____
(Hours from 5:01 pm to 7:59 am Mon.-Fri., Saturdays, Sundays, and Holidays)

2. Part / Repair / Service Brand Bidding: _____

Markup Percentage to be added to Cost: _____ %

Price List: _____ Date of Price List: _____

Minimum Order for Parts (if any): \$ _____

Handling Fee for parts if less than minimum: \$ _____

Hourly shop rate for repairs and service: \$ _____ @ Vendor Facility
(Hours from 8:00 am to 5:00 pm Mon.-Fri.)

\$ _____ @County Facility**
**Rate to include travel time and mileage.

Hourly shop rate for repairs and service: \$ _____
(Hours from 5:01 pm to 7:59 am Mon.-Fri., Saturdays, Sundays, and Holidays)

** Note: This form may be copied as needed.

**ATTACHMENT B TO ADDENDUM ONE
AS NEEDED PARTS AND/OR REPAIR SERVICES FOR
LAKE COUNTY FLEET AND OTHER OPERATING EQUIPMENT AND VEHICLES**

**ADDITIONAL BRANDS PRICING SCHEDULE
(To be used for OTHER brands not listed in Attachment 2 of original ITB)**

Replacement parts, repair and service for other, non-listed brands:

1. Part / Repair / Service Brand Bidding: _____

Discount from List Price: _____ % **OR Markup Percentage to be added to Cost:** _____ %

Price List: _____ Date of Price List: _____

Minimum Order for Parts (if any): \$ _____

Handling Fee for parts if less than minimum: \$ _____

Hourly shop rate for repairs and service: \$ _____ @ Vendor Facility
(Hours from 8:00 am to 5:00 pm Mon.-Fri.)

\$ _____ @County Facility**

**Rate to include travel time and mileage.

Hourly shop rate for repairs and service: \$ _____
(Hours from 5:01 pm to 7:59 am Mon.-Fri., Saturdays, Sundays, and Holidays)

2. Part / Repair / Service Brand Bidding: _____

Discount from List Price: _____ % **OR Markup Percentage to be added to Cost:** _____ %

Price List: _____ Date of Price List: _____

Minimum Order for Parts (if any): \$ _____

Handling Fee for parts if less than minimum: \$ _____

Hourly shop rate for repairs and service: \$ _____ @ Vendor Facility
(Hours from 8:00 am to 5:00 pm Mon.-Fri.)

\$ _____ @County Facility**

**Rate to include travel time and mileage.

Hourly shop rate for repairs and service: \$ _____
(Hours from 5:01 pm to 7:59 am Mon.-Fri., Saturdays, Sundays, and Holidays)

** Note: This form may be copied as needed.